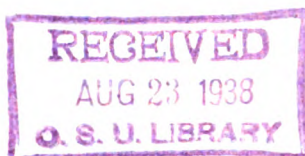


UNITED STATES
DEPARTMENT OF THE INTERIOR
HAROLD L. ICKES, SECRETARY

BUREAU OF MINES
JOHN W. FINCH, DIRECTOR

INFORMATION CIRCULAR

ONE HUNDRED-PERCENT FIRST-AID TRAINING, PEABODY COAL CO.,
TAYLORVILLE, CHRISTIAN COUNTY, ILL.



BY

A. U. MILLER

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INFORMATION CIRCULAR

UNITED STATES DEPARTMENT OF THE INTERIOR - BUREAU OF MINES

ONE HUNDRED-PERCENT FIRST-AID TRAINING, PEABODY COAL CO.
TAYLORVILLE, CHRISTIAN COUNTY, Ill.^{1/}

By A. U. Miller^{2/}

Since the organization of the Federal Bureau of Mines, part of the duties of the field men of the Safety Division has been to teach those connected with the minerals industries how to render the proper assistance to an injured worker between the time of the accident and the time when the injured receives medical attention--in other words, "first aid to the injured."

For a number of years after the training was introduced, the response of mine officials and workers was very slow. Many times Bureau instructors devoted at least a week to training 5 to 15 or a few more men. However, in recent years since the companies and the Bureau of Mines have had an opportunity to study the results of first aid training, it has been found that in addition to taking care of an injured worker after an accident and thereby greatly reducing the severity rate, the tendency is for the majority of those who take the training to be more careful in their work, or to be more "safety conscious."

Observing these results, the Bureau of Mines decided that the training of all employees (100-percent training) in first aid was very desirable and convinced many companies of its value, with the result that some companies have adopted the policy of training all of their employees yearly, while others give 100-percent training but not so often.

The demand for 100-percent first-aid training in the past few years has been such that the Safety Division of the Bureau could not comply with all requests; therefore, for this as well as several other good reasons, the Bureau has endeavored to forward a cooperative plan of using company instructors. This plan was first used on a large scale in southern Illinois during the fiscal year 1926, when 20,000 miners received the Bureau's full first aid course. During the fiscal years 1910-26, 146,993 persons were trained by the Bureau; from 1927 to May 1, 1937, 810,539 were trained, and 567,810 of these (70.5 percent) were trained on the cooperative plan.^{3/}

According to the cooperative plan, "key" men are trained as instructors by the Bureau, this training being somewhat more intensive than the ordinary type. Some of the factors that govern the selection of key men are their mentality, education, knowledge of first aid, and ability to act as teachers and leaders in instructing classes. Instructors usually are required to take at least 30 hours of intensive first-aid work before they

^{1/} The Bureau of Mines will welcome reprinting of this paper, provided the following footnote acknowledgment is used: "Reprinted from Bureau of Mines Information Circular 7027."

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^{3/} Forbes, J. J., Some Results of First-Aid Training of All of the Employees of a Mine or Plant: Inf. Cir. 6957, Bureau of Mines, 1937, 13 pp.

are given a class. The employees are divided into classes of 10 to 25 and trained by the company instructor in the Bureau's standard course under the supervision of a Bureau instructor. After the course is completed, the classes are examined by the Bureau instructor, and Bureau of Mines certificates are issued to those who pass the examination. By this plan, a larger number of employees can be given a fairly intensive course in first aid in less time than would be required if a Bureau instructor conducted the classes alone; this is only one of the numerous advantages of the plan. Some of the most important factors in making this 100-percent cooperative plan successful are a good organization, well-planned work, cooperation by company officials and employees, and adequate first-aid supplies.

The Bureau of Mines issues a provisional first aid instructor's card to company instructors who instruct satisfactorily a class or classes, at least 10 of whose members pass an examination given by the Bureau representative; this card is issued on a temporary basis, effective for 1 year after issuance. If an instructor qualifies for 5 yearly renewals, a permanent first-aid instructor's certificate is issued by the Bureau. To May 1, 1937, 7,077 provisional certificates and 233 permanent certificates had been issued.

The Bureau also issues a certificate to the mine or plant when 100 percent of the employees have been trained. To May 1, 1937, 1,643 mines or plants had received these certificates; 188 were issued during 1936.

Some of the advantages of conducting 100-percent first-aid training on the cooperative plan are:

(a) The widespread nature of training has a definite influence towards making those who take it safety conscious, and this, in turn, has a tendency to reduce the frequency and severity of accidents.

(b) Large numbers can be trained in a comparatively short time and, when trained in small classes, they can be given better instruction and more individual attention by the instructor.

(c) Competent first-aid instructors are left at the mine or plant after the Bureau's instructors leave, so that the interest in first-aid training can be maintained and the mine kept 100-percent trained.

There are other very definite advantages, but these three are the most important.

One of the companies that has taken an active interest in first-aid training is the Peabody Coal Co., the main office of which is in Chicago, Ill.; this company operates a number of mines in Illinois and some in other States. At different times 100 percent of the employees at several of its mines in Illinois have been trained by the cooperative plan.

This company operates four large mines and a coal washer in and around Taylorville, Christian County, Ill. During 1937 these four mines produced 4,582,433.95 tons of coal. In 1930 the management trained most of the employees in first aid and held first-aid contests frequently to maintain interest. In August 1937, the management again decided to train the employees (2,311), 100 percent, in first aid. Company officials conferred with representatives of the State Department of Mines and Minerals and the Federal Bureau of Mines regarding plans for the training. After a discussion of the number of men to be trained and the towns in which it would be necessary to conduct classes, it was realized that if the training were to be successful in a short time it would be necessary to have a good organization and the work well planned and to complete the training while interest was at the peak.

The first move in the execution of the plans was to hold a meeting of the mine superintendents and foremen and discuss with them the purpose of the drive and the necessity for their cooperation. This meeting was held August 7, 1937, and was addressed by representatives of the State Department of Mines and the Federal Bureau of Mines, who outlined the plans. At this meeting the superintendents were also instructed to select at least 10 men from each mine who could be relied upon to take the 30-hour instructor's course.

Two classes - one class in charge of a State instructor and the other in charge of a Bureau of Mines instructor - of about 25 each were started for the instructors August 30 and completed September 10, 1937.

While the classes for the key men were being conducted, the company compiled an alphabetical list of employees, with addresses, which was useful in determining the number living in towns surrounding the mines and the number of classes it would be necessary to conduct in each town. If there were not enough men in a town for a class, those who were to take the course were instructed to attend the class nearest to the town in which they lived.

To advertise the training, articles were published in the newspapers of Taylorville, Ill., and surrounding towns. The program was discussed before the local union of the United Mine Workers of America for each mine, and each local union voted unanimously to support it and do everything possible to make the campaign a success. As another means of advertising, the local unions and the company had a float in the Labor Day parade. This float had two groups of first-aid men - one working a broken-back problem and the other giving artificial respiration. This float was awarded first prize by the Labor Day Committee of Awards.

It was thought advisable to train the employees of each mine separately. Arrangements were made in each town where the employees of a mine lived to complete the training of the day shift of a mine in a week, provided all of the men came to the classes. Those who did not start or complete the work the first week were expected to do so during the time when the men of the other mines were being trained. Arrangements for training the men of the night shift were held in abeyance until the majority of the day-shift men were trained.

To make sure that the men would be notified when the classes would start, a meeting was held with the mine officials of each mine 2 or 3 days before the training was begun for the mine, and they were informed that while notices had been posted at the mine and published in the newspapers the best way to advertise the work and get the men out was for the foremen to talk with individual workers and "sell" them on first-aid training work, which was done. After it had been decided to train the employees of a certain mine, the company arranged to operate the mine on Monday so the foremen would have an opportunity to notify the men on the day the classes were to begin.

The employees of mine 7, Kincaid, Ill., were trained first, after which mines 8, 9, and 58 were trained. Arrangements were made to start 20 classes the first week in different towns, if necessary. Each class was supplied with compresses, at least 40 triangular bandages, and 6 complete sets of splints. Each class had one instructor and one assistant, and some classes had two assistants; 20 to 25 men were in each class.

The training was begun September 13 and completed November 12, 1937. The following gives the total number trained:

Total number trained, September 13 to November 12, 1937	2,397
Unemployed, school students, and employees of other industries	86
Total number company employees	2,311
Total number trained, Sept. 13 to Oct. 30, 1937 (seven weeks)	2,317
Number started between Sept. 13 and Oct. 30 but completed after November 1, 1937	41
Number started and completed Nov. 1 to Nov. 12, 1937	39

The following were trained at each mine:

Mine	Location	Number trained
7	Kincaid, Ill.	587
8	Tovey, Ill.	644
9	Langleyville, Ill.	583
58	Taylorville, Ill.	417
Coal washer	Taylorville, Ill.	50
Total		2,311

Classes were conducted in the following towns:

Town	Distance, miles from mine
*Taylorville, Ill.	5
*Kincaid, Ill.	1
Pawnee, Ill.	4
Auburn, Ill.	20
Edinburgh, Ill.	15
Stonington, Ill.	10
Morrisonville, Ill.	30
Springfield, Ill.	30

*Most of the men were in these two towns.

The training work was under the direct supervision of representatives of the State Department of Mines and Minerals and the Federal Bureau of Mines, there being at least three representatives of each department present at all times. In supervising the classes, a representative of the State Department and the Bureau of Mines usually traveled together. Each class was visited alternately by one of these representatives two or more times each session. The method used by the instructor was observed and, if necessary, he was assisted in his work. After the first lesson, the classes were quizzed each night on previous lessons by a representative of the State or Federal Bureau. As the men completed the training, their names were checked on the alphabetical list. This enabled those in charge to have a record of the number trained each week, the number partially trained, and those who had not begun the training.

After the training was completed, a public-safety meeting was held in the new high-school auditorium at Taylorville, Ill., at which 100-percent first-aid certificates were presented to the presidents of the four local unions and the superintendents of the four mines and coal washer. The program consisted of speakers representing the United Mine Workers of America, the coal company, State Department of Mines, and the Federal Bureau of Mines and several musical selections by local talent. The 100-percent certificates issued by the State were presented by a representative of the State Department of Mines and Minerals from Springfield, Ill., and those issued by the Bureau of Mines were presented by a representative from Pittsburgh, Pa. The safety meeting was well-attended and many complimentary remarks were made about the program.

The success of the training campaign and the safety meeting was due to the splendid cooperation and efforts of the instructors, officials of the local unions, employees, and the coal-company officials. It shows what can be accomplished when all parties responsible for the operation of a mine cooperate in such a campaign.

The accident records of the mines of the company show that the frequency rate at some of the mines was reduced 16 to 27 percent over a 5-month period after the training campaign.

The Bureau of Mines does not advocate first-aid training as a panacea for all accidents but as one of the many things that may or should be included in any well-organized plan for successful accident prevention in a mine or other industrial plant. If employers and employees would cooperate in all phases of accident prevention, as they did in the first-aid training campaign for the four mines and coal washer of the Peabody Coal Co., the mines of Illinois and other States would be comparatively safe places in which to work.